



Information Technology Enrichment Project Course Round-Up Camp (Aug 3-5) ~ Information Booklet

Web Site: <http://www.cs.ust.hk/emb/itepc2006/camp.html>

This booklet will help you to prepare for the round-up camp before you leave home and while you are at camp. Please read through this booklet carefully and bring it with you on August 3.

What you want to bring?

- **Personal hygiene stuffs** like towels, soap, shampoo, tooth bursh /tooth paste, comb, slippers etc. (For your information, two campers of the same sex will be sharing an air-conditioned room with bedding provided.)
- Some **casual wear**
- **Suitable amount** of cash to be used in the camp.

Where you want to go on the first day of camp (Aug 3)?

All students are required to attend the **camp briefing session** on **August 3** (Thu). This session will be held at **9:30am** in **Lecture Theater H**, HKUST.

Taking leave?

Campers are not supposed to leave during the camp. However, if you want to do so due to special reasons, you **MUST** inform Miss. Winny Luk at the time during the camp. Please be reminded that students **cannot obtain the "certificate of completion"** if they **do not attend** the round-up camp.

What you need to do during the camp?

The camp will last for 3 days, including on-campus accommodation for 2 nights. During the camp, you will

1. Work with your teammates and **complete** your project.
2. Give an **oral presentation** of your project. Your group will be given 10 minutes to do the oral presentation by using Powerpoint.
3. Prepare a **poster** summarizing your project. A workshop will be arranged for you with guidance and assistance.
4. Perform **demonstration** of your project

1. Oral Presentation

Your group will have **10 minutes** for the oral presentation and **3 to 5 minutes** for the Q & A. The presentation aims to give your peers, supervisor(s), tutor(s) and guests a better understanding of your project. The presentation should be conducted in English.

Oral presentations are scheduled from **9:30am to 12:30nn on August 5** in **Lecture Theater C**. Your oral presentation will be conducted in **PowerPoint**. Diagrams and texts should be large enough to be easily read at the rear of the lecture theater. Please be reminded to maintain eye contacts with your audience and highlight the items on your Powerpoint slides as you refer to them.

Students will be required to have the PowerPoint file **ready by 10:30pm. on August 4** and **submit it** to winny@cse.ust.hk. All the PowerPoint files will be made available to students in Lecture Theater C on August 5.

2. Poster Presentation

Your group is required to **prepare three A4-size posters** for your project. The posters should provide an interesting overview of your project. Poster presentation should be conducted in English.

Your posters **must follow** our specified format. Please refer to the section "**Poster Format**" for more information.

Poster presentations are scheduled from **2pm to 3:30pm on August 5** at **Tin Ka Ping Hall and quiet lounge**. Students will be required to **setup** their posters between **5:30pm to 6:30pm** on the day before the presentation, which is **August 4**.

Assigned numbers for posters (e.g., ITEPC01A) will be attached to the individual display board at the concourse beforehand. You should find the display board corresponding to your group and attach the poster there. Magic tapes will be provided for hanging the poster and helpers will be there to assist you.

3. Project Demonstration

Project demonstration will be done **together with the poster presentations** from **2pm to 3:30pm on August 5** at **Tin Ka Ping Hall and quiet lounge**.

You are expected to **complete** your project between **2pm to 5:30pm on August 4**. All the equipments required will be made available at **Tin Ka Ping Hall and quiet lounge** on August 5.

Hall Group Leaders

A number of hall group leaders will help out during the round-up camp. You can talk to your group leader (refer to your name tag for your hall group) if you encounter any problem.

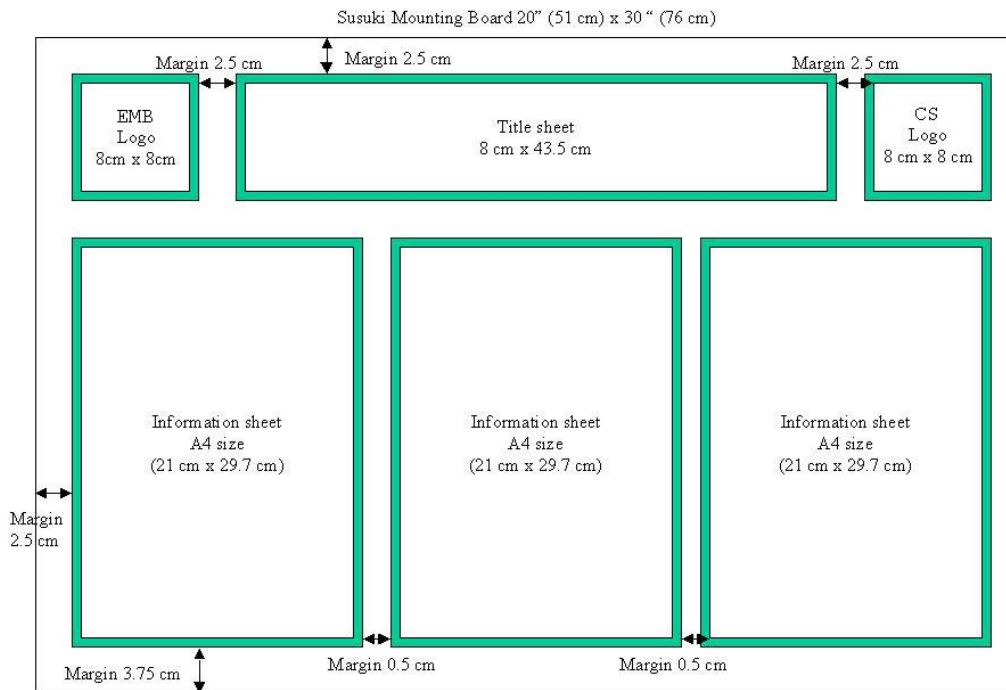
Hall Group	Name of Leader
Group 01	Mr. YEUNG Cheuk Him
Group 02	Mr. LAM Wing Kei
Group 03	Mr. LEE Ka-fai, Alex
Group 04	Miss Ko Fung Sang
Group 05	Miss Chan Siu Yan
Group 06	Ms. TANG Wing-yan, Ingrid

Poster Format

Project Posters:

Your group is required to **prepare three A4-size posters** for your project. The posters should provide an interesting overview of your project.

Your posters **must follow** the format below. Poster materials will be distributed during the camp briefing session.



All colored backing sheets extend 1 cm on all sides beyond the text sheets

Format:

There are three types of sheets in the posters:

1. The **title sheet [t]** requires two joined pieces of printed paper and it includes the **project title, the names of the projectees** and **the names of the supervisors**. The title sheet has three parts:
 - o The title in **24pt** (or slightly larger) upper-case and lower-case letters.
 - o The students' names, on at most two lines below the title, are in **18pt** upper-case and lower-case letters.
 - o The supervisors' names on one line below the students' names, are in **18pt** upper-case and lower-case letters.
2. The **logos [l]** which represent the **EMB** and the **CSE Department** are placed in the upper-left and upper-right corners of the board respectively. The logos have a standard format and size (**they are provided**).
3. The **information sheets [a1, a2, a3]** contain the **content** of the poster. You should design your information layout according to the following guidelines:

- The introductory paragraphs should be in a larger typeface than you use in a detailed descriptive section. The typeface should be readable at a distance of two to three meters (while the smallest type you use may be **readable** at distance of only one meter). Generally speaking, keep in mind that the larger and bolder your presentation, the more enticing it will be to the people seeing it at a distance. The real challenge then, after you have attracted attention to your poster, is to provide enough interesting and readable detail for someone who wants to learn more. One compromise might be to have some parts that are packed with useful information and are typeset in a smaller font. Don't forget, however, that important results should be big enough for reading at a reasonable distance!
- You should try to use paragraphs with centered titles, such as "Overview", and "Results" in **18pt** upper-case and lower-case boldface letters.
- Make effective use of titles for paragraphs, figures and other material. Use a typeface that is readable at two to three meters (boldface helps) for the major part of the titles (for visibility) and regular type for details.
- A **multicolumn format** usually improves readability by reducing line length and allowing for more text structuring.
- **Figures** (including diagrams, charts, graphs and schematics) are a good way to communicate interesting ideas.

Poster Construction:

Use a poster board (20"x30") obtained from us.

A poster consists of **three A4 sheets of white paper** laid out as shown on the poster schematic.

Text, figures, charts, graphs and tables should be **computer generated** on white paper. Their number, size and placement are your choice.

All sheets are to be **mounted on colored paper** (obtained from your tutor(s)) that extends **1cm** or so beyond the edges of the sheets to act as a "shadow frame". The width of the frame is your choice.

Materials Checklist:

1. Poster board (20"x30") [1 piece]
2. Color backing sheets (10cmx10cm) [2 sheets]
3. Color backing sheets (45.5cmx10cm) [1 sheet]
4. Color backing sheets (23cmx31.7cm) [3 sheets]
5. Paper with CS Logo [1 sheet]
6. Paper with EMB Logo [1 sheet]
7. Plastic cover [1 piece - will be given during the poster setup session]

Schedule

	3 August (THUR)	4 August (FRI)	5 August (SAT)
09:00 – 09:30		Breakfast Venue: LG7	Breakfast Venue: LG7 ⁽⁷⁾
09:30 – 10:30	Briefing Session Venue: LTH ⁽¹⁾	Presentation Preparation - Oral & Poster Venue: See the room assignment ⁽²⁾ below or can work at Barn A teaching lab	Closing Ceremony Venue: LTC
10:30 – 12:30	Project Meeting Venue: See the room assignment ⁽²⁾ below		
12:30 – 14:00	Lunch Venue: LG7	Lunch Venue: LG7	
14:00 – 15:30	Project Demo Setup Venue: Barn A teaching lab (Rm4402)	Presentation Preparation - Oral & Poster Venue: See the room assignment ⁽²⁾ below or can work at Barn A teaching lab	Poster Presentation with Demo Venue: Tin Ka Ping Hall and the quiet lounge
15:30 – 17:30			
17:30 – 18:30	Hall check-in Venue: Hall 1 ⁽³⁾	Poster Setup Venue: Tin Ka Ping Hall and the quiet lounge	
18:30 – 20:30	Dinner Venue: LG7	Dinner Venue: LG7	
20:30 – 21:00	Student's Night Venue: Rm 4334 ⁽⁴⁾	Closing Ceremony – Rehearsal Venue: Rm2405 ⁽⁵⁾	
20:30 – 23:00		Presentation Preparation ⁽⁶⁾ Venue: See the room assignment ⁽²⁾ below or can work at Barn A teaching lab	

Note 1: You can leave your baggage in Room 1511 after the briefing session. Please be reminded to attach a label with your name to your baggage.

Note 2: Room Assignment:

- ITEPC01A – Rm 3412 (Lift 17 – 18)
- ITEPC01B – Rm 3311 (Lift 17 – 18)
- ITEPC02 – Rm 3401 (Lift 17 – 18)
- ITEPC03 – Rm 3416 (Lift 17 – 18)
- ITEPC04 – Rm 5503 (Lift 25 – 26)
- ITEPC05 – Rm 5504 (Lift 25 – 26)
- ITEPC06 – Rm 5505 (Lift 25 – 26)
- ITEPC07 – Rm 5510 (Lift 25 – 26)

Note 3: You need to gather at Room 1511 to pick up your baggage and check in at your accommodation.

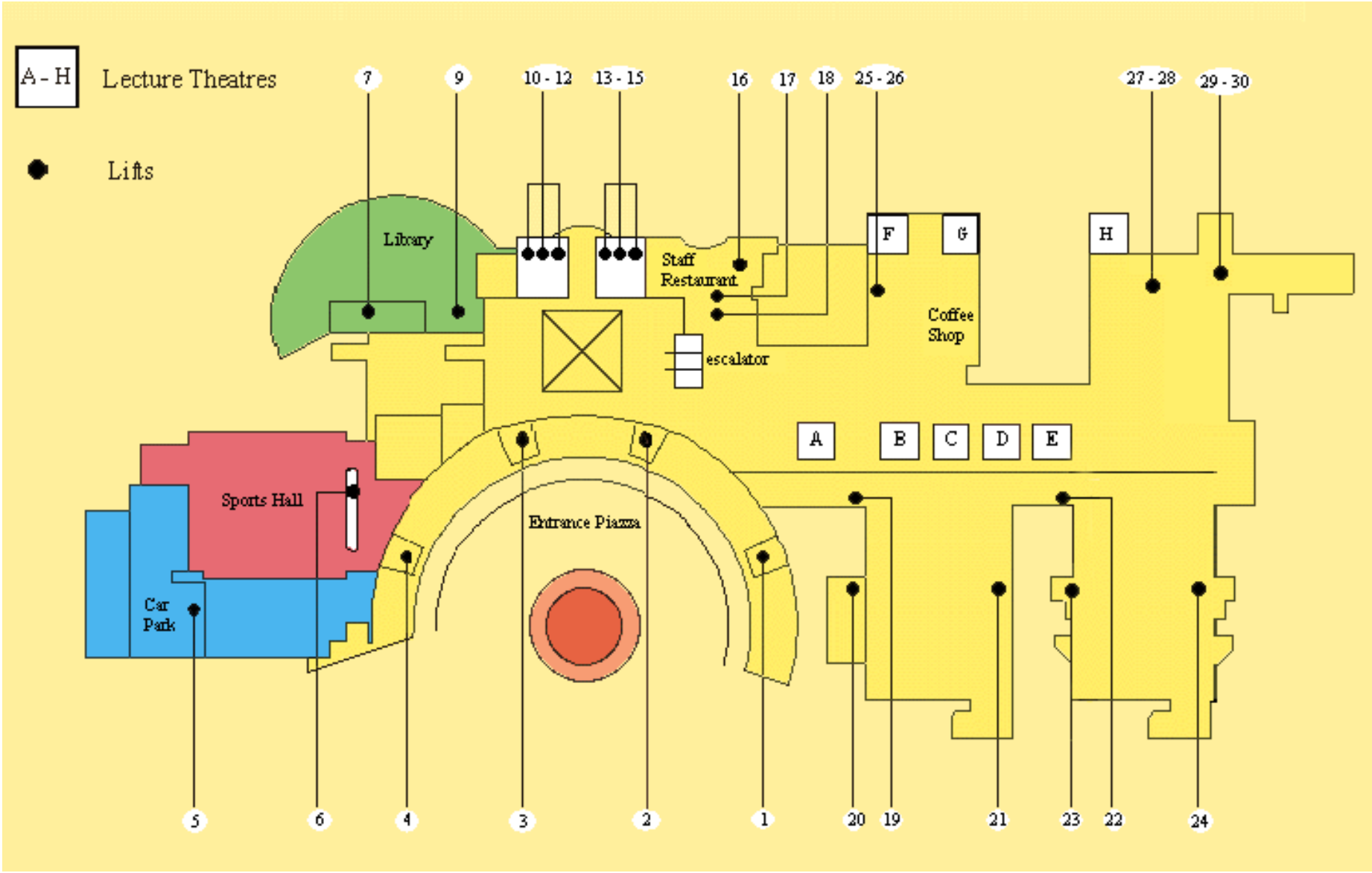
Note 4: A night program, which will be organized by our student helpers.

Note 5: You will be briefed on the proceedings of the closing ceremony.

Note 6: Please make sure to have the PowerPoint file **ready by 10:30pm.** and **submit it to winny@cs.ust.hk.** Your group may also rehearse the oral presentation during this period.

Note 7: You will check out at your accommodation, your baggage will be store in Room 1504.

Lift Map



Hall Assignment and Grouping

HALL : Undergraduate Hall III

Hall – Group 01 (Hall Group Leader: YEUNG Cheuk Him) ~ Room N102

Name	Project Group	Gender	Room
CHENG CHUNG CHIE	ITEPC01A	M	N001
LAU CHUNG KANG	ITEPC01A	M	N001
SIN NGAI MING	ITEPC01A	M	N002
YEUNG KUN CHI	ITEPC01A	M	N002
CHAN WING KAM	ITEPC01B	M	N003
SUNG HOI	ITEPC01B	M	N003
SZE WING SHING	ITEPC01B	M	N005
WONG TSZ CHING	ITEPC01B	M	N005

Hall – Group 02 (Hall Group Leader: LAM Wing Kei) ~ Room N102

Name	Project Group	Gender	Room
KONG WAI	ITEPC02	M	N006
LAI MAN TUNG WOODY	ITEPC02	M	N006
LEE KAM HUNG	ITEPC02	M	N006
PUN HONG TAT	ITEPC02	M	N103
SHEONG FU KIT	ITEPC02	M	N103
CHEUNG YAT WUI	ITEPC03	M	N104
HO TIN SHING	ITEPC03	M	N104
LAI MAN CHUNG	ITEPC03	M	N105

Hall – Group 03 (Hall Group Leader: Mr. LEE Ka-fai, Alex) ~ Room N106

Name	Project Group	Gender	Room
LEE WING KAI	ITEPC03	M	N105
MOK CHUN FUNG	ITEPC03	M	N106
CHOI KA WA	ITEPC04	M	N107
LUI YUEN KIN	ITEPC04	M	N107
TSANG WA KUI VINCENT	ITEPC04	M	N108
WONG YIU LUN	ITEPC04	M	N108
YEUNG YUEN WAI	ITEPC04	M	N109
CHOW KWAN CHI	ITEPC05	M	N109

Hall ~ Group 04 (Hall Group Leader: Ko Fung Sang) ~ Room N122

Name	Project Group	Gender	Room
HO KING YIU	ITEPC05	M	N110
KWOK CHI SUM	ITEPC05	M	N110
LEE SIU PUI	ITEPC05	M	N111
LO KONG LEUNG	ITEPC05	M	N111
CHAN CHUN WING	ITEPC06	M	N112
FUNG TIN CHUN	ITEPC06	M	N112
HUI CHUNG HANG	ITEPC06	M	N113
LUI YUEN KEI	ITEPC06	M	N113

Hall ~ Group 05 (Hall Group Leader: Chan Siu Yan) ~ Room N122

Name	Project Group	Gender	Room
AU CHUN SING	ITEPC07	M	N123
HO KING CHUNG	ITEPC07	M	N123
HO TSZ LUNG	ITEPC07	M	N124
LAM MAN YAM	ITEPC07	M	N124
LAW KA CHUN	ITEPC07	M	N125
WONG MAN KWONG	ITEPC07	M	N125
LAM CHI YAN	ITEPC04	F	N126
LUI CHIU SIN	ITEPC05	F	N126

Hall ~ Group 06 (Hall Group Leader: Ms. TANG Wing-yan, Ingrid) ~ Rm N133

Name	Project Group	Gender	Room
CHAN PO YAN	ITEPC01A	F	N127
CHENG YIU KI	ITEPC01A	F	N127
CHEUNG MEI MEI	ITEPC01B	F	N128
LAM YUEN TING	ITEPC01B	F	N128
LAW HIU KI	ITEPC01B	F	N129
PAK KA YAN	ITEPC02	F	N129
CHOI SZE LAI	ITEPC03	F	N131
MAN YIN WING	ITEPC06	F	N131
SIN CATHERINE	ITEPC06	F	N133

Notes to Campers

Provision in Each Room:

Each room consists of single beds, desks and wardrobes and it is air-conditioned. Campers are reminded to bring jacket in case it is too cold in the room. Each camper will be provided with a pillow, a pillow case, a bed sheet and a blanket. The Hall **DOES NOT** provide personal accessories such as towel, suit, tooth paste, tooth brush, slippers and cups for campers.

Identification for Safety and Security:

A camper must present a valid *Temporary Resident Card* (will be given on August 3) for identification upon entry into Hall premises. Please do not feel offended if proof of identity is requested in the Hall by members of Hall staff.

Key:

A camper shall be responsible for the room key assigned for his/her use. Room key should **NOT** be duplicated, loaned or furnished to anyone else.

Visitors:

A resident may invite visitors to Hall during the visitor hours from 9am to 11pm. A visitor is NOT allowed to stay overnight in the Hall. All visitors entering or leaving Hall must register at the Reception.

A resident who invites a visitor to Hall shall be responsible for the conduct of his/her visitor while the visitor is in the Hall and for any changes incurred by the visitor.

Laundering Facilities:

Laundering is only acceptable in the Laundry of each Hall. The Laundry is equipped with coin-operated washing machines and dryers. Charges for one washing cycle is HK\$7.00 and that for drying is HK\$1.00 per 6 minutes. Participants may change coins at the Hall Office. Electronic iron and ironing boards are available to be on the loan upon request.

Access to Hall:

Entry to and exit from the Hall **MUST BE** made through the main entrance only except during emergencies when the nearest exits should be used. The main entrance operates with a number lock. Campers will be informed of the number of the lock upon check-in.

Hall Telephones:

Campers may use telephones in the hallway, life lobby and the Common Room on each floor of the Hall. Those expecting incoming calls from friends are reminded to check the telephone number of the phone nearest to their room and to inform their friends the telephone number as well as their room number. International calls can only be made by public-pay phones at the following locations:

Hall	Nearest location of public-pay phone
Undergraduate Hall I	G/F, Snack Room, Undergraduate Hall I
Postgraduate Hall II	
Undergraduate Hall II	2/F, Snack room, Undergraduate Hall II
Undergraduate Hall III	LG7 Student Canteen
Undergraduate Hall IV	
New Hall	

To operate the public-pay phone, coins or phone card are accepted. Phone cards are on sale in the Souvenir Center and Campus Bookstore.

Mailing Service:

Outgoing mails may be deposited in the mail box near the Hall Office. Stamps are available for sale in the Souvenir Center and Campus Bookstore.

Pantry:

There is a pantry on each floor of the Hall with facilities for making tea and reheating food. Cooking is **NOT** permitted in the pantry and other parts of the Hall.

Cleanliness:

Your kind cooperation to keep the room tidy and clean is appreciated.

Living / Campus Environment:

During your period of stay, there will still be students residing in the Hall. Please note that students may find it offensive to see someone smoking, drinking or attired improperly. T-shirts, shorts and sandals are the minimum requirements in any common areas of Hall premises. It will be considerate of you to minimize noise in late hours. For your own safety, **DO NOT** enter any University premises or facilities after opening hours without prior approval or arrangement.

Smoking & Fire Hazards:

This is a non-smoking campus. Smoking is **NOT** permitted in any part of the campus. Fire safety in the Hall is of prime importance. In case of fire, evacuate the building by the nearest available staircase / exit. **DO NOT** use the lifts.

All rooms in the Hall are equipped with advanced fire service installations such as smoke detector and sprinkler system. These installations can easily be activated by smoke or heat and the Fire Services Department will be alerted automatically. So please **DO NOT** use equipment that will generate smoke or heat in your room. The room occupant(s) shall be held liable for any expenses arising from a false alarm activated in the room occupied.

Use of Washrooms:

During the program period, campers of opposite sex are staying on floors normally for either male or female only. Washrooms on each floor are for **EITHER** male **OR** female only. Make sure you use the right washroom for the appropriate sex which may be located one floor up or down.